

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

June 5, 2014

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, June 5th, 2014 at the Chippewa County Courthouse in Sault Ste. Marie, Michigan. Chairman Cooper called the meeting to order at 4:00 p.m. with a quorum present.

MEMBERS PRESENT: Don Cooper, George Kinsella, Don McLean, Scott Shackleton and Ted Postula

MEMBERS ABSENT: None

OTHERS PRESENT: Mike Bitnar, Paul Stanaway, Tom Farnquist, Steve Ball, Administrator Jim German, and Deputy Administrator Kelly Church

Approval of the Agenda

It was moved by Commissioner Shackleton supported by Commissioner Kinsella, to approve the agenda as amended. On a voice vote, the motion CARRIED.

Public Comment

No Comments were offered.

Correspondence and Informational Items

The Committee received the monthly travel report, the May Visa billing statement for review and the County specific and a public hearing notice for Special Assessment for street reconstruction on Ashmun Street.

AGENDA ITEMS

Policy No. 410 – Travel and Business Expenses Update

The Committee reviewed Policy 410 Travel and Business Expenses policy, and noted the four changes from the previously approved policy. The changes include the receipts needing to be itemized, and the preference of no alcoholic purchases on receipts that are turned in for meals, clarification of where mileage will be reimbursed from and that the Board has approved the rates for meals at the Select Cities.

It was moved by Commissioner Shackleton, supported by Commissioner McLean, to approve Policy No. 410 – Travel and Business Expenses as presented. On a voice vote, the motion CARRIED.

Nationwide ProAccount-Plan Sponsor Agreement

The Committee received documentation from Nationwide regarding their new offered ProAccount ó which is designed for retirement plan participants who prefer the convenience of having their accounts managed by professional or simply do not feel they have the time or expertise to do it themselves ó and looked at the Plan Sponsor Agreement from Nationwide that needs to be approved for the ProAccount.

It was moved by Commissioner McLean, supported by Commissioner Kinsella, to approve the Nationwide Investment Advisors, LLC ProAccount – Plan Sponsor Agreement to allow County participants to utilize the ProAccount option, if they so choose. On a voice vote, the motion CARRIED.

Out-of-State Travel Sheriff Department

The Committee reviewed an out-of-state travel request from the Sheriff's Department for Detective/Sergeant Greg Postma, to attend a *Sexual Assault Nurse Examiner's Expert Witness Training* in Columbia, South Carolina.

It was moved by Commissioner Shackleton, supported by Commissioner Postula, to approve the out-of-state travel for Greg Postma, to attend the Sexual Assault Nurse Examiner's Expert Witness Training in Columbia, South Carolina. On a voice vote, the motion CARRIED.

Courthouse Annex Sale (from Building & Grounds Committee)

The Committee was updated on the Insurance claim from the February water damage by Administrator German, and the expected MMRMA check of \$220,759.56 which includes paying of bills that were incurred in the amount of \$14,129.42 and the discounted value of the existing repairs, discounted at approximately 18% in the amount of \$206,630.14. The Committee also passed a motion at their May 29, 2014 meeting, as follows: to accept an offer of \$92,500 for the purchase of the Annex if the buyer paid all closing cost and forward the recommendation to Finance. Discussion followed.

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve the acceptance of the MMRMA check in the amount of \$220,759.56, for bills incurred, as well as, payout for the estimated repair damages, that were discounted at 18% of the estimates. On a voice vote, the motion CARRIED.

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve the sale of the Chippewa County Courthouse Annex, 300 Court Street, Sault Ste. Marie, MI 49783 at the price of \$92,500 to Silver Valley Development, LLC, with the buyer paying for the closing costs, and for the Purchase Agreement to be executed no later than August 1, 2014. On a voice vote, the motion CARRIED.

Agreement between Chippewa County and Northern Transitions, Inc.

The Committee reviewed the Agreement between Chippewa County and Northern Transitions, Inc. to establish the Chippewa County Recycling Program's Recycling Collection and Disposal Agreement. The term of the contract will be January 1, 2015 through December 31, 2019 and will develop a solid waste management and reduction program, NTI operates a private nonprofit solid waste recycling program designed to employ disabled persons and has applied to the County for a contract to perform such services for the County populous. Discussion followed.

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve the Agreement between Chippewa County and Northern Transitions, Inc. that is contingent upon the approval of the millage, to establish the Chippewa County Recycling Program – Recycling Collection and Disposal Agreement, for a term starting January 1, 2015 through December 31, 2019. On a voice vote, the motion CARRIED.

Jail Positions due to Affordable Health Care (from Personnel Committee)

The Committee re-addressed the issues with regards to Part-time Jail positions with regards to Affordable Health Care, the Committee review the previous documentation from 2013; and discussed the options. Previously the motion read to approve placing four part-time correctional staff above the thirty-hour Affordable Health Care limit, and to offer the four part-time officers Health Insurance, as of January 1, 2015, which will include a \$12,000.00 fee/penalty for exempting the four staff members. The measurement period will begin on June 29, 2014 for the Affordable Health Care Act.

It was moved by Commission McLean, supported by Commissioner Postula, to approve placing four part-time correctional staff above the thirty-hour Affordable Health Care limit, and to offer them health insurance effective January 1, 2015, as the measurement period will begin on June 29, 2014, in doing so the County will be responsible for a \$12,000 fee/penalty for exempting the four staff members. On a voice vote, the motion CARRIED.

Correctional Healthcare Companies Inmate Healthcare renewal

The Committee received a copy of the Agreement for Inmate Health Care Services with Correctional Healthcare Companies, which will be coming up for an automatic renewal on October 2, 2014 for review and discussion. Since contracting with CHC, the County's liability has decreased, and the Sheriff's Department is very satisfied with CHC, and asked that the bidding policy be waived, and that the contract stay with CHC. Discussion followed with regards to bidding out the contract or to stay with CHC, and have Administrator German, negotiate a possible reduction or get the annual increase waived for the upcoming renewal.

It was moved by Commissioner Shackleton, supported Commissioner Kinsella, to approve and authorize Administrator German, to negotiate with Correctional Healthcare Companies the upcoming renewal agreement for Inmate health Care Services effective October 2, 2014, for a possible reduced or waived annual increase, and to waive the bidding policy. On a voice vote, the motion CARRIED.

Release RFB for 3 – Sonicwall NSA-2600 UTM Firewalls

The Committee reviewed an RFB for three Sonicwall NSA-2600 UTM Firewalls, which was budgeted for in 2014.

It was moved by Commissioner McLean, supported by Commissioner Kinsella, to approve the release for the three Sonicwall NSA-2600 UTM Firewalls. On a voice vote, the motion CARRIED.

Bid Summary to purchase Photocopier (PA's Office)

The Committee reviewed the bid summary for the purchase of one photocopy machine for the Prosecutor's Office; four bids were received, with only three meeting the bid requirements. Discussion followed with questions regarding the different machines and the options, the County's rotation of purchasing copiers for the various offices.

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve the purchase and one year of maintenance at the cost of \$4,060 for the Ricoh MP 3053SP from Sault Printing Company, with the remaining four years of maintenance to be budgeted and paid for through the Prosecutor's Budget. On voice vote, the motion CARRIED.

Agreement for Jail Services between Chippewa County and its Sheriff and the SSM Tribe of Chippewa Indians

The Committee reviewed a proposed agreement for Jail Services to be between Chippewa County and its Sheriff and the Sault Ste. Marie Tribe of the Chippewa Indians to provide housing for tribal detainees at the per-diem rate of \$40, for a thirty-six month period, starting at the beginning of the Sault Ste. Marie Tribe's next fiscal year. This Agreement has been in process for the past several months, and this agreement will match the per diem rates of the other local entities the house detainees with Chippewa County Correctional Facility. Discussion followed, with questions as well as discussion of the County's recommended motion from Silver & Van Essen.

It was moved by Commissioner McLean, supported by Commissioner Kinsella, that the proposed Agreement between the Chippewa County and its Sheriff and the Sault Tribe of Chippewa Indians be approved and that the Board Chair and Sheriff be given the discretion to waive the charging of per diems until the beginning of

the Tribe's next fiscal year, provided the Tribe promptly approves this Jail Agreement. On a voice vote the motion CARRIED.

FINANCE

Claims and Accounts

The Committee reviewed the bills and payroll presented for approval.

It was moved by Commissioner Postula, supported by Commissioner Kinsella, to recommend the approval of the general claims totaling \$359,898.98, other fund claims \$273,409.65, payroll \$673,517.54 and Health Department claims \$513,204.68 and total claims \$1,820,030.85 and vouchers H-1 through H-297. On a voice vote, the motion CARRIED.

On a voice vote, the motion CARRIED.

Audit Amendments

It was moved by Commissioner Shackleton, Supported by Commissioner McLean, to approve the beginning fund balances as presented from the FY2013 Audit. (See attached) On a voice vote, the motion was CARRIED.

Committee and Chairman's Comments

No Committee or Chairman's comments were offered.

Adjourn

It was moved by Commissioner Shackleton, supported by Commissioner McLean, to adjourn the meeting.

Chairman Cooper declared the meeting adjourned at 4:50 p.m.

Kelly Church, Deputy Administrator

Don Cooper, Chairman